



Council Subcommittee on Legal Services

June 26, 2012

7:30 a.m.

**Gilbert Municipal Center
Conference Room 233
50 East Civic Center Drive
(480) 503-6871**

**Vice Mayor Sentz, Chair
Councilmember Cook
Councilmember Ray**

Purpose: Conduct a thorough evaluation of the Town of Gilbert legal service requirements and make a recommendation to the Town Council for how to provide legal services in the future.

MEMBERS MAY ATTEND IN PERSON OR BY TELEPHONE.

AGENDA ITEM	ACTION
1. CALL TO ORDER	
2. MINUTES – consider approval of the Minutes of the meeting of May 29, 2012.	Discussion; possible action by MOTION.
3. Review and discussion of project plan tasks and timeline for the Council Subcommittee on Legal Services and contract requirements.	Discussion; possible action by MOTION.
4. Discussion on developing a process for engaging special legal counsel.	Discussion; possible action by MOTION.
5. Review and discussion of job descriptions for Town Attorney, Assistant Town Attorney, and Legal Secretary.	Discussion; possible action by MOTION.
6. Discussion on the content of the presentation and update on the Council Subcommittee on Legal Services scheduled for the June 26, 2012 Study Session.	
7. FUTURE MEETINGS The Committee may discuss dates and general topics for future meetings. <i>No meetings currently scheduled.</i>	Discussion
8. ADJOURNMENT	MOTION to adjourn

Persons needing any type of special accommodation are asked to notify the Town Clerk's Office at 503-6871 at least 72 hours prior to the meeting.